

Las Vegas Metropolitan Police Department

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5/210.01 BODY WORN CAMERAS

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Section 1 BODY WORN CAMERA USE

It is the policy of the department to respect the legitimate privacy interests of citizens and visitors of Clark County, while ensuring professionalism in its work force.

Body Worn Cameras (BWC) are an effective tool to preserve factual representations of officer-citizen interactions. BWC are effective in capturing video and audio evidence for use in criminal and internal investigations, enhancing officer training, and ensuring public trust.

The purpose of this policy is to establish guidelines for the use, management, storage, and retrieval of video and audio data recorded by BWC.

ACTIVATION AND DOCUMENTATION

Unless otherwise specified herein, this section applies to all BWC wearers (commissioned police officers) of any rank who, when assigned a device, will wear their camera at all times while in their respective uniform. BWC wearers will wear their BWC on the non-weapon bearing shoulder for firing a long gun (shotgun or rifle), this will ensure the BWC has an unobstructed view of the incident area and not interfere with the weapon's placement.

Officers will activate the BWC as soon as a call is initiated via radio and/or Mobile Data Terminal (MDT) or as early as possible at the beginning of any self-initiated police action when it is safe and practical to do so. Officers should inform individuals that they are being recorded at the beginning of the contact or when it is possible, safe, and practical to do so. Specifically, officers will record all contacts with citizens in the following occurrences:

1. All dispatched calls for service involving contact with citizens or potential for contact with suspects.
2. Officer-initiated activities (e.g., vehicles and person stops).
3. Detentions and/or investigations pursuant to an arrest, arrests, suspect interviews, and post-Miranda interrogations.
4. Search of persons, structures or vehicles, if not already activated.
5. As soon as possible after the occurrence of an officer-involved traffic accident, if not already activated.
6. Any involvement in a pursuit as a primary, secondary, or third officer, to include involvement in "bubbling" or "paralleling" tactics will activate their body worn cameras throughout the duration of their involvement in the pursuit in compliance with LVMPD 6/014.00, *Vehicular Pursuit*.
7. When driving Code 3.
8. Any contact that becomes adversarial when body camera had not previously been activated.
9. Transport of prisoners.
10. Any other citizen contact or official duty circumstance at the officer's discretion, based on circumstances and reasonableness (e.g., field testing of narcotics, counting of seized money in the field, documenting high-value found property).
11. Officers routinely view video and audio evidence on citizen or witness cell phones or other devices during investigations, which ultimately can assist in determining probable cause. Officers should consider recording the video or audio source with their BWC, as this evidence frequently disappears or is hard to get after the initial investigation and can greatly assist prosecution efforts.

Activation of the BWC is not required during periods of unassigned time, breaks or lunch periods, or when not in service.

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Officers will:

1. Document the existence of a BWC recording in all field interviews, investigative reports, and arrest documents.
2. Select “Body Camera Video” from the choices in the “Connecting Reports” section near the bottom of the “Administrative” tab page for P1 reports, and write “Body Camera Recording Available” on the first line of all reports and citation narratives.
3. Document the circumstances and reason as a closing comment to the event on the MDT and in any applicable reports (e.g., BWC video available).
4. Upload all recordings to Evidence.com, ensuring the BWC is placed into an AXON docking station (dock) for upload at the end of shift (see Uploading Exceptions).
5. Ensure videos uploaded to evidence.com are properly labeled and assigned an appropriate retention category in accordance with Section 4 of this policy.

Officers will not substitute “refer to video” or other similar language in place of a detailed and thorough report. Officers should avoid using exact quotes, but should represent statements in their reports as a summary of what is contained in the BWC recording.

Supervisors will:

1. Ensure all BWC officers utilize the cameras in accordance with this policy.
2. Conduct routine uniform inspections, ensuring officers wear their BWC camera in a manner to capture the optimum view of their surroundings (not pointed at the ground), that is not obstructed by their uniform or police equipment, and is being worn on the non-weapon bearing shoulder for firing a long gun.
3. When advised of a BWC malfunction, direct the officer to remove the BWC from service and place it on the dock for upload to ensure no videos are on the BWC. Issue a new BWC (camera, cord, and controller) to the officer from the station spares in accordance with established check out procedure.
4. Assign the new BWC to the officer in Evidence.com.
5. Retrieve an officer’s BWC and upload it by the end of the shift if that officer is unable to do so.
6. Access BWC recordings during the course of duties in accordance with the RECORDED DATA ACCESS AND REVIEW section of this policy.
 - a. In the event a supervisor does not have access to an Evidence.com account, they will contact another supervisor with access, an Investigative Specialist within Patrol Detectives (PD)/Investigative Services Division (ISD), or directly contact the BWC Detail for access to specific videos.
 - b. Ensure videos are marked with the appropriate retention categories.
7. Investigate following the application of reportable force (except use of deadly force):
 - a. Access the video on scene in the presence of the involved officer(s).
 - b. Record the interview of the subject citizen, for supervisors who wear a BWC.
 - c. Not record the subject officer during the investigation, for supervisors who wear a BWC.
 - d. Review the video with the officer as soon as practical prior to the Use of Force report being completed, if an involved officer(s) is unavailable at the scene.
 - e. Ensure the review of the BWC video is documented in the narrative of the investigative comments, and ensure that the video is labeled and categorized in accordance with this policy.
 - f. If force is used by a specialized unit not wearing a BWC (e.g., Major Violators Section, Patrol Detectives) and the incident is captured by other department members who are wearing a BWC, the supervisor of the specialized unit is responsible for identifying which BWC captured the incident. The specialized supervisor and patrol supervisors of the involved officers will coordinate review of any relevant BWC video before concluding any at-scene investigation.
 - g. Will review the positioning and view of the officer’s camera and ensure compliance with policy.
8. Respond to a citizen request to file a Statement of Complaint (SOC):
 - a. Handle receipts of complaints in accordance with LVMPD 5/101.26, *Maintenance of Values and Ethics - Section 2, Sub-Section IV*.
 - b. Interview the complainant, when possible, before reviewing any available BWC video that recorded the alleged violation.
 - c. Record the interview with the complainant, for supervisors who wear a BWC.
 - d. Not record the subject or witness officer during the investigation, for supervisors who wear a BWC.

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- e. Access the video on-scene through a mobile device or any MDT. NOTE: Review of the recording will not happen in the presence of the complainant.
- f. If the allegation is not a violation of policy or law, notate so in the Blue Team Citizen Contact that BWC video is available, was reviewed, and is one of the justifications for the Citizen Contact Report.
- g. If the allegation appears to be valid, notate so in the narrative of the SOC that BWC video is available, was reviewed, and is one of the justifications for the SOC.
- h. If, during the course of the investigation, a supervisor has probable cause, based on BWC video and/or totality of circumstances, to believe a reporting citizen is in violation of NRS 207.280 (False Reporting of Crimes Unlawful), take the appropriate enforcement action, to include creating a crime report and notification to the Criminal Investigations Section, Internal Affairs Bureau (IAB).

DEACTIVATION

Officers will continue to record for a short period after the event to demonstrate clearly to a subsequent viewer that the incident has concluded and the officer has resumed other duties or activities.

Officers have discretion to deactivate the BWC under the following circumstances:

1. The incident has concluded prior to the arrival of the officer.
2. The officer has a reasonable belief there will be no loss of critical documentary information (e.g., completing reports at the conclusion of an event).
3. Investigative personnel arrive and begin the formal investigative process.
4. Arrival at any detention facility and just prior to entering the booking area. Officers will not activate their BWC inside any detention facility.
5. Special Weapons and Tactics (SWAT) officers assigned and traveling to an incident will activate their camera once arrived and individual officer deployment begins.
6. K9, Traffic, and Resident officers who are responding to calls for service will activate their BWC when they are within two miles of arrival or at all times when responding Code 3.

BALANCING PRIVACY CONCERNS

Officers have discretion to deactivate the BWC when privacy concerns outweigh law enforcement interests and the absence of a BWC recording will not affect the investigation. Officers should evaluate each situation and, when appropriate, deactivate the BWC. The decision to deactivate a BWC should be stated prior to deactivation. If a BWC is being deactivated in response to a citizen request, the request to turn the camera off should be recorded, as well as the officer's response. The following are examples of when an officer may exercise discretion:

1. A citizen has requested the officer stop recording. Officers have no obligation to stop recording in response to a citizen's request if the recording is pursuant to law enforcement activities, or the circumstances clearly dictate that continued recording is necessary. However, officers should evaluate the situation and, when appropriate, honor the citizen's request.
2. A citizen with standing has requested the officer stop recording within the citizen's residence/structure and the officer has entered the residence/structure on consent. As a general rule, if an officer must legally ask permission to enter a premise, a citizen with standing may put conditions on the officer's entry such as deactivation of the BWC.
3. If a victim or witness requests not to be recorded or is uncomfortable with being recorded. Officers may consider asking a non-consenting victim or witness if they would agree to the option of diverting the camera away and recording only audio.
4. Officers should be mindful of locations such as places of worship, certain locations in hospitals or clinics, law offices, and day care facilities, where recording may be considered insensitive, inappropriate, or prohibited by privacy policies.

GENERAL

1. All regularly uniformed sergeants and officers assigned to the Law Enforcement Operations Group, SWAT, K9, watch commanders, and the Headquarters Security Detail will be required to wear their assigned BWC when made available by the department. Other uniformed officers may voluntarily wear a BWC depending

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on availability. Sergeants and officers assigned to the DSD Civil/Constable Bureau (CCB) and the House Arrest Detail will be required to wear their assigned BWC when made available by the department.

2. The BWC will be worn on the collar, epaulette, eyewear, or head mounted; as instructed during initial BWC training.
3. Officers will not use privately owned BWC under any circumstances.
4. Officers will check at the beginning of shift that the BWC has a fully charged battery and is functioning properly.
5. Officers must notify a supervisor whenever there is a malfunction or damage to the BWC and document the malfunction/damage in an email submitted to the System Administration Section at bodycamera@lvmpd.com and supplycustservice@lvmpd.com.
6. The Supply Section will issue and account for all BWC within the Axon Evidence.com System. Upon transfer to an assignment where a BWC is not worn, or separation from the department, officers must return the BWC to the Supply Section.
7. Officers must be trained prior to use. Officers who have not been trained to use a BWC in the Academy will be trained to use a BWC at the first time of issuance. All supervisors of BWC officers and other personnel who may access or otherwise be involved with BWC may also be directed to attend training based on assignment. All training related to BWC will be coordinated, developed, and conducted jointly by the Project Management Bureau (PMB) and the Organizational Development Bureau (ODB).
8. BWC will be used only in conjunction with official law enforcement duties. The BWC shall not be used to record:
 - a. Any personal conversation of or between other department employees without the recorded employee's knowledge (see LVMPD 4/103.24, *Covert Mechanical Recordings*).
 - b. Non-work related personal activity and will not be activated in places where a reasonable expectation of privacy exists, such as locker rooms, dressing rooms, or restrooms.
 - c. Major crime investigative briefings without ranking ISD/Homeland Security Division (HSD) personnel approval.
 - d. Encounters with undercover officers or confidential informants.
 - e. Any administrative meetings, workgroups, professional development conversation, counseling, discipline, bargaining union contractual matters, or training event.
 - f. Large scale special events such as New Year's Eve, Electric Daisy Carnival, etc., unless engaged in activity previously listed in the "Activation and Documentation" section of this policy. The normal interaction with the crowd that occurs during these events does not require continuous recording.

NOTE: Using BWC for training purposes authorized by the Office of Internal Oversight (OIO), Critical Incident Review Team (CIRT), to Field Training and Evaluation Program (FTEP), Advanced Officer Skills Training (AOST), or Reality Based Training (RBT) is not a violation of this restriction.

SPECIFIC OPERATIONAL CIRCUMSTANCES

Crime Scenes

1. BWC may capture valuable information as officers arrive, handle, and conduct preliminary investigations at crime scenes. These recordings will not replace evidence collection by crime scene investigators and are not the primary means for documenting evidence at a crime scene.
2. Officers who record video at a crime scene will identify themselves to arriving investigative personnel so that the presence of video can be noted by detective(s).
3. Officers will cease recording, if they haven't already done so, once a formal investigation begins.

Major Incidents

4. Supervisors at major incidents should deploy BWC officers as necessary to meet tactical requirements and the assignment will be noted in the Major Incident Log.
5. BWC will not be recording in or around the Incident Command Post, operational or tactical planning and assembly areas, or in any location where recordings could document operational and tactical planning, procedures, or deployment tactics unless directed by the Incident Commander.
6. BWC will be utilized at the scene of major crowd control events, mass demonstrations, or riots at the direction of the Incident Commander.

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Officer-Involved Shootings

7. Following an officer involved shooting or other use of deadly force, involved personnel and/or any supervisor will not view the BWC recording prior to Force Investigative Team (FIT) or Critical Incident Review Team (CIRT) viewing the footage, except when articulable exigent circumstances exist.
8. Involved officers will be allowed to view their own BWC recording prior to a scene walkthrough and subsequent FIT/CIRT statement.
9. Witness officers will be allowed to view their own BWC recording prior to a scene walkthrough and subsequent FIT/CIRT statement.
10. The Incident Commander is responsible for identifying and documenting the location of all BWC officers at the scene of an officer-involved shooting. The Incident Commander will direct that all BWC officers (e.g. involved, witness, or other officers) in close proximity of the scene remain affixed in place on the employee and are deactivated once the scene is static and/or the formal investigative process has begun.
11. The supervisor taking the involved officer's Public Safety Statement will also ensure that BWC are not used to record any part of the officer's Public Safety Statement.
12. FIT personnel will be responsible for collecting and securing the BWC from all involved and witness officers upon arrival at the scene. FIT or CIRT is responsible for upload of video into Evidence.com.

Plainclothes Operations

13. Officers who have been issued a BWC, regardless of assignment, and are conducting pre-planned law enforcement operations will wear a department approved uniform, and are required to wear the assigned BWC. An example of pre-planned law enforcement operations would be directed patrol activities where pedestrian and vehicle stops will be made, service of search warrants and other activities that would cause officers to have citizen-suspect contact.

Community Policing Activities

14. Officers have great discretion whether to record informal, non-law enforcement related contacts with the public. Recording these activities should be an exception. These community-related activities foster a positive relationship between the public and the police. The presence of cameras that are recording may signal distrust of the public and hinder community relations.

Special Events

15. BWC officers assigned to special events will wear their assigned BWC during the shift unless directed otherwise by the Events Planning Section. Officers will not use BWC to record non-law enforcement activities. At the conclusion of the special event, officers will return and upload their BWC to their bureau of assignment on the next regular scheduled work day. If an officer is involved in any type of incident that requires reporting to their immediate supervisor, such as reportable force, pursuit, citizen complaint, etc., the BWC will be returned and uploaded at the end of that specific shift. Events Planning Section will add thirty minutes to the officer's overtime shift to compensate for their travel if beyond the end of their regularly scheduled shift.

Detention Services Division

16. Police officers wearing a BWC may be assigned to work overtime in a jail facility. Due to the differing rules and privacy requirements, officers will not wear or operate their camera while working inside the jail. Upon arrival at the facility, the police officer should place their camera in the gun locker when securing their firearm. At any point if the police officer leaves the facility in uniform, the camera will be worn and operated in compliance with this policy.
17. Officers assigned to transports or guarding prisoners at medical facilities will ensure they are assigned to an event with dispatch. Once assigned they will create a short video identifying their role in guarding or transporting the prisoner, after which they may deactivate their camera in accordance with this policy. The officer will only need to reactivate their camera in the event of an issue with the prisoner or other adverse citizen interaction. Transporting officers will keep their camera on for the duration of the transport.

McCarran International Airport

18. Due to the unique security concerns and restricted areas of the airport, BWC officers must take special care in protecting the facility. BWC officers will make sure when accessing these secured areas of the facilities to cover

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or turn away their cameras when entering access codes into restricted doors or accessing sensitive areas of the facility.

Section 2

RECORDED DATA ACCESS AND REVIEW

All access and activity on Evidence.com is logged and subject to audit. Access to Evidence.com and the data stored in the system is permitted on a right-to-know, need-to-know basis. Recordings may only be viewed according to the provisions of this policy or as designated by the Body Camera Section lieutenant. Recorded data shall not be routinely or randomly viewed for the sole purpose of enforcing policy violations.

OFFICER ACCESS

Officers may view their own BWC recordings to:

1. Assist in completing an investigation and preparing official reports. Officers are encouraged to review the BWC recording prior to preparing reports.
2. Prior to court to refresh recollection.
3. Provide a statement pursuant to an internal investigation, including officer involved shooting investigations, and other deadly force or critical incidents.

Officers will not allow citizens to review BWC recording in the field. NOTE: Citizens requesting to view BWC recording will be advised to refer to the procedure on lvmpd.com or to call the LVMPD NPRA Detail Sergeant.

SUPERVISOR ACCESS

Supervisors will only access the BWC video of officers in circumstances of an official policy required investigation. In each case the supervisor, or person accessing the video, will document in the notes section of the specific video reviewed, the reason of the inspection and the person requesting to complete the review. Supervisors will not randomly search or audit an officer's videos outside of these reasons, and without advanced authorization of their lieutenant or bureau/area commander.

In circumstances when force is used by a specialized unit not wearing BWC (e.g., Major Violators Section, Patrol Detectives) and the incident is captured by other department members equipped with BWC, the supervisor of the specialized unit is responsible for viewing all relevant video at the scene of the incident. The specialized supervisor and patrol supervisors of the involved officers will coordinate review of any relevant BWC video before concluding any at-scene investigation.

INTERNAL INVESTIGATIVE PERSONNEL

IAB personnel will not access and search BWC recordings for offenses committed by users unless pursuant to an official complaint. IAB personnel may allow citizens, arrestees or violators to view BWC recordings as part of an investigation into an allegation of misconduct. Personnel assigned to criminal investigative sections may view BWC recordings as part of their review or investigation of the incident.

CRIMINAL INVESTIGATIVE PERSONNEL

Detectives and investigative support personnel are only authorized to review BWC recordings in relation to official criminal investigations. Investigative units are responsible to ensure BWC recordings have the appropriate retention categories, updated event numbers, and labels of BWC videos when tied to a criminal case.

TRAINING

In instances where a BWC recording contains material that is beneficial for training purposes, the recording may be used only with consent from the recording officer and approval from the PMB lieutenant, in coordination with the Organizational Development Bureau Commander. This stipulation does not pertain to Executive Staff, OIO, FTPE, AOST, RBT or SWAT After Action Reviews (AAR).

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OFFICER SAFETY

BWC recordings may contain officer safety material which is immediately identifiable and beneficial to agency personnel. These recordings if released to agency personnel may enhance officer safety or allow officers to be aware of legal concerns. The release of such video will be authorized by the bureau commander of the Office of Internal Oversight or members of executive staff. These video releases will be accompanied by discussion points which will be shared with identified agency personnel to ensure a consistent message is communicated.

OFFICE OF GENERAL COUNSEL

Personnel in the Office of General Counsel/Risk Management may view BWC recordings as part of their review or investigation of an incident.

ACCESS TO BWC VIDEO PURSUANT TO NEVADA'S OPEN RECORDS ACT

It is the policy of the Las Vegas Metropolitan Police Department to allow for inspection and copying of public records in its possession. As a police department, LVMPD has in its possession many records that, in whole or in part, are confidential by law. Requests for copies of video from BWC present a unique challenge in determining whether the requested record is public. Further challenges arise when confidential material is contained within the recording. It is the policy of LVMPD to balance the interests of individuals who seek access to BWC records with individual privacy rights and applicable confidentiality laws.

The release of any BWC recordings to media outlets will be in strict compliance with this and LVMPD 5/107.24, News Media and Public Information.

The NPRA Detail has the responsibility to disseminate body camera video in accordance with Nevada Revised Statute (NRS) 239. These videos may be viewed by the requesting citizen at LVMPD headquarters or purchased as a redacted copy for download. The LVMPD Office of General Counsel has the responsibility to define policy regarding citizen viewings and BWC video dissemination in accordance with this law.

UPLOADING EXCEPTIONS

Uploading exceptions are only authorized for specialized units within the agency who have demonstrated a unique need, all other units within the agency must dock their camera for upload by the end of shift. Due to the immediate call-out and response of SWAT and Resident officers (excluding Laughlin), they will have a maximum of 96 hours to return and upload their BWC to the most convenient BWC dock location, based on assignment.

If an officer is involved in any incident that requires reporting to their immediate supervisor (e.g. reportable force, pursuit, citizen complaint), the BWC will be returned to a centralized dock location and uploaded at the end of shift, on which the incident occurred.

HOME-DOCKS

A home-dock is a remote docking station which can be used to upload videos from an officer's residence via a secured internet connection. This program is completely voluntary, and an agreement will be completed by the requesting officer, acknowledging their responsibilities and receipt of the equipment. Home-docks are only authorized for SWAT, K9, Resident officers, Traffic, Laughlin, and watch commanders all of whom have unique needs such as; call out response, take home vehicles, and large distances between calls. Since the home-dock is a voluntary alternative, officers are solely responsible for obtaining and maintaining, a home internet provider at their own cost. At any time, if the home-dock malfunctions or fails to upload videos, the officer will immediately notify their supervisor and resume uploading videos at a centralized LVMPD docking location until the malfunction can be fixed.

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The 96-hour uploading exception is not authorized for officers who are utilizing a home-dock, they must upload at their residence after the conclusion of each shift. The PMB System Administration Unit will issue the home-dock and associated agreement. Once signed, the agreement will be scanned and uploaded to Evidence.com.

Section 3

DATA STORAGE AND SECURITY

1. Any and all images, video, and/or audio generated by any BWC are the sole property of the Las Vegas Metropolitan Police Department.
2. Unauthorized use, duplication, and/or distribution of BWC recording files are prohibited.
3. Members of the System Administration Section, IAB, Homicide Section, FIT, CIRT, SWAT, ODB, NPRA Detail, Public Information Office (PIO), or the Office of Internal Oversight (OIO) will only review, download, copy, or disseminate in accordance with pre-approved standard procedure. No other members of this agency will download, disseminate outside the agency, copy, or record BWC recordings from Evidence.com onto any computer, device, drive, CD/DVD, or any other format without the express written consent from the employee's bureau commander and only after approval from General Counsel and PIO.
4. Employees will not remove, dismantle, alter, modify, or tamper with any hardware/software component or part of the BWC or controller. Employees will not attempt to erase or alter, in any manner, BWC recording files. Employees will only wear the BWC in an approved manner, while utilizing an AXON manufactured and approved mounting system.
5. Evidence.com shall only be accessed from LVMPD authorized computers. Access to Evidence.com from a home, personal, or non-departmental mobile device is prohibited. EXCEPTION: Administrative users of Evidence.com may access Evidence.com from a computer or device outside the department for completing administrative tasks, such as locking or unlocking users, etc.
6. Employees shall not publish or display BWC recordings to the internet or social media sites, in accordance with LVMPD 4/110.02, *Improper Use of Electronic Communication Devices*.
7. Storage and security of BWC recordings is the contractual responsibility of AXON/TASER. The Body Camera Section is responsible for management of all BWC recordings within the Evidence.com system.

Section 4

RECORDING RETENTION SCHEDULE

CAD INTEGRATION AUTO-LABELING and RETENTION PERIODS

Auto-labeling (retention assignment) will only occur if the officer clears with the following dispositions:

A/D	10 Years
B/E	5 Years
C/K/L/P/Q/T/Z	1 Year
F/G/H/I/J/M/O/R/S	1 Year

Videos that are not auto-labeled or manually labeled will be auto-deleted after 90 days. It is the officer's responsibility to ensure recordings are labeled accurately for proper retention.

The retention period begins from the date of recording. Recordings not associated with an enforcement action, criminal or internal investigation, or specifically held by the recording officer will automatically delete at 90 days. Department administrators, in addition to the recording officer, may label or categorize recordings for retention.

--Automatic Assignments--(disposition based)

Arrest	10 Years
Citation	5 Years
Report only	1 Year
Minimum Retention	1 Year

--Manual Hold Assignments--

Short-term (Non-BWC evidence)	4 Years
Mid-term (Risk Management, Legal, 401s)	7 Years

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Long-term (OIS, S/A, etc.)	20 Years
Indefinite (Homicide, pending, NPRA, Training)	None

Section 5

COMPLIANCE REPORTING

The BWC APR Summary Report was created as a tool to ensure officers are complying with the intent and provisions of this policy. The BWC APR Summary Report is composed of two measurements; Activation Performance Rate (APR) and the “% of Assigned Time Recorded” (% Recorded). The APR is a quantitative number derived from the number of Computer Aided Dispatch (CAD) events an officer is assigned to, as compared to the number of unique event recordings created by the officer, represented as a percentage. In order to be counted, BWC recordings must be made at the time of the event as required by policy. The “% Recorded” is a qualitative number derived from the number of “hours:minutes” an officer is assigned to CAD, as compared to the amount of “hours:minutes” the officer actually recorded video, represented as a percentage. The “% Recorded” is a quality indicator to identify the amount of time interactions are actually recorded.

Around the 19th of each month, a “status report” from the preceding two-week period (1st – 15th), will be available for lookup via the Metro Reports SharePoint site on the LVMPD intranet. The BWC APR Detail report will allow officers and supervisors to discuss officer compliance rates, and any concerns they may have. No corrective action may be taken as a result of this status report as the intention is to give the officer and supervisors a chance to address possible issues before the monthly report. Around the 5th, the preceding month’s “Monthly Compliance” report will be generated, which will cover the previous 1st – 15th status report period up to the end of the preceding month (1st – 31st). This BWC APR Summary Report is available for bureau/area commanders to review via the Metro Reports SharePoint site via an on-demand lookup process. The bureau commander will ensure the BWC APR Summary Report is reviewed by first and second line supervisors and the appropriate corrective action is taken.

LVMPD expects officers to be in 100% compliance with the requirements of this policy. Due to the varying reasons outlined in this policy, for the activation and deactivation of BWC’s, LVMPD has established a low-end minimum compliance rate which officers must fall below, before triggering a mandatory compliance audit. Once an officer falls below the minimum established APR or “% Recorded” rate, the officer’s chain must complete a compliance audit of the officer’s BWC usage. Supervisors will complete an investigation into the reported compliance rate and not issue a Contact Report solely on the basis of a violation of low-end compliance rate. The supervisor will review compliance reports, videos and CAD reports for the period where a matching video was not recorded.

During the compliance audit the supervisor will document on each CAD event and video discrepancy, whether the lack of a video complied with or violated policy. Supervisors will formally document on a contact report all BWC compliance conversations with officers, identifying their officer’s compliance or non-compliance with the minimum compliance rate, or other policy violation.

Section 6

BUREAU/AREA COMMAND BWC MANAGEMENT RESPONSIBILITIES

A single BWC will be issued and assigned by serial number to each officer per policy. In general, camera assignments will occur in the academy, although promotion or transfer in/out of patrol or specialized assignment may also result in an officer needing a camera. All initial camera assignments will be through the Logistics Supply Section. In the event of an officer leaving a mandatory wear assignment, the camera will be immediately returned to the Supply Section Customer Service to be placed back into inventory.

The bureau commander at each area command or specialized unit will be assigned and responsible for a cache of spare BWC kits. The bureau commander will ensure a regular check of the inventory is accomplished and the spares and associated equipment are being properly maintained. The BWC’s are a controlled item and must be checked-in/out both physically and from within Evidence.com. The newly issued camera must be properly associated in Evidence.com with the correct officer, or the officer’s compliance numbers will be incorrect. The cameras will be physically housed in the armory at each area command and will only be accessed by a supervisor. A procedural guideline & checklist will be provided at each location.

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Each unit sergeant has the responsibility to provide a replacement kit to an officer who is reporting an equipment malfunction. The sergeant will replace the entire BWC kit (camera, wire, and battery/controller) and package the malfunctioning equipment for return to the supply section. The sergeant will login to evidence.com to assign the new camera to the officer and ensure the camera and battery/controller are docked prior to the officer using it in the field.

There will also be a quantity of additional cameras maintained with the Logistics Supply Section for swapping with the area commands. In order for the area command to obtain a replacement camera, the problematic camera must be returned to the Logistics Supply Section Customer Service where a new camera will be issued. All BWC equipment, including; cameras, controllers, cords and mounts are controlled items, when defective parts are swapped out for a working spare all defective items must be returned to supply. Failure to maintain physical control of these cameras will result in the individual bureaus being charged for a replacement.

Section 7

BODY CAMERA SUPPORT RESPONSIBILITIES

The Systems Administration Section, assigned to the PMB, is responsible for the management, planning, operations, and evaluation of LVMPD's BWC program. The Systems Administration Section is responsible for monitoring these areas and ensuring that the department is constantly apprised of developments; that policy is updated accordingly and in a timely manner; that operational practices are amended; and that program evaluations and audits are conducted. The Systems Administration Section is available to assist in follow-up and active investigations involving BWC video, as well as operational issues concerning BWC operation, Evidence.com, or system operation issues. Supervisors are asked to contact the PMB lieutenant regarding the concern to discuss the appropriate remedy (e.g., call out, business hours). DSD's CCB will be responsible for the management, planning, operation, and evaluation of the CCB BWC Program. (12/18, 5/19)■